



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

May 18, 2009

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

To: Supervisor Don Knabe, Chair  
Supervisor Gloria Molina  
Supervisor Mark Ridley-Thomas  
Supervisor Zev Yaroslavsky  
Supervisor Michael D. Antonovich

From: William T Fujioka  
Chief Executive Officer

## QUARTERLY OVERTIME REPORTING - REASONS FOR OVERTIME

Attached are the quarterly reports for the period of April 1, 2009 through June 30, 2009, regarding departments' requests and reasons for their overtime. The reports classify overtime hours or shifts for each department into the following specific categories:

- Implementation of new programs;
- Workload and/or caseload increases;
- Vacancies;
- Recruitment issues or hiring delays; and/or
- Hiring freeze.

The first report (Attachment I) identifies the number of overtime hours for FLSA-covered positions, and the second report (Attachment II) identifies the number of overtime shifts relating to exempt positions (each shift is equal to eight hours of compensatory time-off).

Responses were received from 37 departments. A total of 1,790,224 hours and a total of 8,238 shifts were requested.

*"To Enrich Lives Through Effective And Caring Service"*

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Summary information within each of the categories will be discussed below:

Workload/Caseload Increases

The primary reason most departments gave for requiring overtime for both shifts and hours was for workload and/or caseload increases. Approximately 73 percent of the total hours requested and approximately 84 percent of the total shifts requested were required for this reason. (Exceptions include the Sheriff, Office of Public Safety, and Animal Care and Control, which requested more hours primarily due to vacancies.)

Vacancies

Approximately 23 percent of overtime hours and approximately seven percent of shifts were requested by departments for this reason.

Implementation of New Programs

Approximately four percent of overtime hours, as well as approximately eight percent of shifts were requested primarily for this reason.

Recruitment, Hiring Delays and Hiring Freeze

Less than one percent of overtime hours and overtime shifts were requested for recruitment and hiring delays. Less than one percent of overtime hours and no shifts were requested because of hiring freeze limitations.

The departments' request for overtime represent the maximum possible overtime hours that may be required, and it is possible that all hours and shifts requested may not be used during the quarter. CEO staff will continue to monitor all future requests for overtime on a quarterly basis, and the specific circumstances behind the requests.

If you have any questions, please call me or your staff may contact Ed Corser at (213) 974-2291.

WTF:DL:SK  
EC:CL:yf

Attachments

c: All Department Heads (via electronic mail)

**COUNTY OF LOS ANGELES  
QUARTERLY REQUEST FOR OVERTIME RECAP  
OVERTIME HOURS REQUESTED BY DEPARTMENT**

April 2009 - June 2009

Department	Total Overtime Hours Requested for Positions Coded c or n	Department Percent of Total Hours	Reason for Overtime					
			# of Overtime Hours Requested due to Implementation of New Programs	# of Overtime Hours Requested due to Workload and/or Caseload Increases	# of Overtime Hours Requested due to Vacancies	# of Overtime Hours Requested due to Recruitment Issues or Hiring Delays	# of Overtime Hours Requested due to Hiring Freeze	Total Hours Reported in the New Format
Affirmative Action Compliance	0	0.00%	No Overtime Hours Requested					
Agricultural Commissioner/Weights & Measures	14,172	0.79%	0	11,272	1,558	1,342	0	14,172
Alternate Public Defender	688	0.04%	0	688	0	0	0	688
Animal Care & Control	4,060	0.23%	0	300	3,760	0	0	4,060
Assessor	28,892	1.61%	9,805	14,901	0	4,186	0	28,892
Auditor Controller	2,837	0.16%	0	2,687	150	0	0	2,837
Beaches and Harbors	486	0.03%	0	414	72	0	0	486
Board of Supervisors	938	0.05%	0	938	0	0	0	938
Chief Executive Office	2,509	0.14%	0	2,509	0	0	0	2,509
Chief Information Office	32	0.00%	0	32	0	0	0	32
Children & Family Services	52,227	2.92%	6,851	43,092	2,322	12	0	52,277
Child Support Services	3,039	0.17%	1,227	1,812	0	0	0	3,039
Community & Senior Services	3,663	0.20%	0	3,663	0	0	0	3,663
Consumer Affairs	216	0.01%	0	216	0	0	0	216
Coroner	2,349	0.13%	0	1,674	344	331	0	2,349
County Counsel	156	0.01%	0	156	0	0	0	156
District Attorney	2,870	0.16%	0	2,850	0	20	0	2,870
Fire	693,666	38.75%	0	693,666	0	0	0	693,666
Human Resources	899	0.05%	0	899	0	0	0	899
Internal Services Department	26,084	1.46%	0	21,869	4,215	0	0	26,084
Mental Health	41,152	2.30%	9,000	25,223	4,482	2,327	120	41,152
Military & Veterans Affairs	60	0.00%	0	60	0	0	0	60
Museum of Art	656	0.04%	0	656	0	0	0	656
Museum of Natural History	600	0.03%	600	0	0	0	0	600
Office of Public Safety	45,925	2.57%	0	11,541	33,924	460	0	45,925
Ombudsman	0	0.00%	No Overtime Hours Requested					
Parks & Recreation	1,115	0.06%	262	853	0	0	0	1,115
Probation	66,917	3.74%	0	66,564	247	106	0	66,917
Public Defender	690	0.04%	64	626	0	0	0	690
Public Health	29,127	1.63%	2,696	22,281	3,383	767	0	29,127
Public Social Services	52,367	2.93%	0	52,367	0	0	0	52,367
Public Works	49,775	2.78%	2,923	44,490	1,266	790	306	49,775
Public Library	7,172	0.40%	208	6,719	125	120	0	7,172
Registrar-Recorder	51,567	2.88%	532	50,961	74	0	0	51,567
Regional Planning	851	0.05%	3	816	32	0	0	851
Sheriff	598,890	33.45%	30,534	211,643	356,713	0	0	598,890
Treasurer & Tax Collector	3,577	0.20%	300	3,041	236	0	0	3,577
<b>TOTAL HOURS</b>	<b>1,790,224</b>	<b>100.00%</b>	<b>65,005</b>	<b>1,301,479</b>	<b>412,903</b>	<b>10,461</b>	<b>426</b>	<b>1,790,274</b>
			3.63%	72.70%	23.06%	0.58%	0.02%	100.00% *

\* Totals may not add up to exactly 100% due to rounding.

**COUNTY OF LOS ANGELES  
QUARTERLY REQUEST FOR OVERTIME RECAP  
OVERTIME SHIFTS REQUESTED BY DEPARTMENT**

April 2009 - June 2009

Department	Total Overtime Shifts Requested for Positions Coded x	Department Percent of Total Shifts	Reason for Overtime					
			# of Overtime Shifts Requested due to Implementation of New Programs	# of Overtime Shifts Requested due to Workload and/or Caseload Increases	# of Overtime Shifts Requested due to Vacancies	# of Overtime Shifts Requested due to Recruitment Issues or Hiring Delays	# of Overtime Shifts Requested due to Hiring Freeze	Total Shifts Reported in the New Format
Affirmative Action Compliance	0	0.00%	No Overtime Shifts Requested					
Agricultural Commissioner/Weights & Measures	26	0.32%	0	26	0	0	0	26
Alternate Public Defender	9	0.11%	0	9	0	0	0	9
Animal Care & Control	32	0.39%	0	26	6	0	0	32
Assessor	50	0.61%	0	50	0	0	0	50
Auditor Controller	790	9.59%	0	790	0	0	0	790
Beaches and Harbors	0	0.00%	No Overtime Shifts Requested					
Board of Supervisors	50	0.61%	0	50	0	0	0	50
Chief Executive Office	1,243	15.09%	0	1,243	0	0	0	1,243
Chief Information Office	16	0.19%	0	16	0	0	0	16
Children & Family Services	603	7.32%	163	431	5	4	0	603
Child Support Services	72	0.87%	36	36	0	0	0	72
Community & Senior Services	274	3.33%	0	274	0	0	0	274
Consumer Affairs	0	0.00%	No Overtime Shifts Requested					
Coroner	0	0.00%	No Overtime Shifts Requested					
County Counsel	33	0.40%	0	33	0	0	0	33
District Attorney	174	2.11%	0	172	0	2	0	174
Fire	413	5.01%	0	413	0	0	0	413
Human Resources	673	8.17%	7	509	130	27	0	673
Internal Services Department	555	6.74%	0	389	166	0	0	555
Mental Health	582	7.06%	182	297	101	2	0	582
Military & Veterans Affairs	0	0.00%	No Overtime Shifts Requested					
Museum of Art	0	0.00%	No Overtime Shifts Requested					
Museum of Natural History	0	0.00%	No Overtime Shifts Requested					
Office of Public Safety	58	0.70%	0	47	11	0	0	58
Ombudsman	0	0.00%	No Overtime Shifts Requested					
Parks & Recreation	145	1.76%	36	109	0	0	0	145
Probation Department	137	1.66%	0	137	0	0	0	137
Public Defender	33	0.40%	0	33	0	0	0	33
Public Health	820	9.95%	143	562	112	3	0	820
Public Social Services	299	3.63%	0	299	0	0	0	299
Public Works	147	1.78%	22	118	6	1	0	147
Public Library	72	0.87%	37	29	6	0	0	72
Regional Planning	8	0.10%	2	6	0	0	0	8
Registrar-Recorder	326	3.96%	16	266	44	0	0	326
Sheriff	519	6.30%	0	506	13	0	0	519
Treasurer & Tax Collector	79	0.96%	24	55	0	0	0	79
<b>TOTAL SHIFTS</b>	<b>8,238</b>	<b>100.00%</b>	<b>668</b>	<b>6,931</b>	<b>600</b>	<b>39</b>	<b>0</b>	<b>8,238</b>

8.11%

84.13%

7.28%

0.47%

0.00%

100.00% \*

\* Totals may not add up to exactly 100% due to rounding.